

MEMORANDUM

10/24/2013

TO: David Dise, Director, Department of General Services
George Griffin, Director, Department of Liquor Control
Art Wallenstein, Director, Department of Correction and Rehabilitation
Art Holmes, Director, Department of Transportation
Joe Beach, Director, Department of Finance
Steve Lohr, Fire Chief, Montgomery County Fire and Rescue Service
Tom Manger, Police Chief, Montgomery County Police Department

FROM: CountyStat

SUBJECT: Risk Management and Workers' Compensation Meeting Follow-Up Tasks

The following items were identified for follow-up during the 10/23/2013 CountyStat:

1. Devise a strategy to specifically address your department's top two injury categories (by "source," "nature," and/or "body part") with the goal of proactively reducing them
Responsible parties: DGS, DLC, DOCR, DOT, MCFRS, MCPD
Other parties: CountyStat, FIN/Risk Management Division
Deadline: 11/15/2013
2. Identify for the CAO and Dept. Directors benchmark data from other jurisdictions for the measure: "Cost of Workers' Compensation per \$100 of Payroll" and "Number of Cases Resulting in Lost Work Time" (there was a request to include at least one or two jurisdictions that are not governed by labor contracts, and DLC asked for any available private sector benchmark data for the types of employees who perform their warehouse and delivery tasks)
Responsible parties: FIN/Risk Management Division
Other parties: none
Deadline: 12/31/2013
3. Obtain data on an ongoing basis from CorVel on the duration of lost work time for each claim/injured employee
Responsible parties: FIN/Risk Management Division
Other parties: none
Deadline: 12/31/2013
4. Determine if the upcoming Total Absence Management Study will determine a method for adding indirect costs to the total Workers' Compensation cost figures (e.g. the cost of backfilling injured employees, the related overtime, etc.)
Responsible parties: FIN/Risk Management Division
Other parties: none
Deadline: 12/31/2013

5. Work with CorVel to revise/improve the coding of injury data to reduce the number of Injury Sources, Natures, Body Parts, etc. that are coded as "Other" - Does Corvel need to work directly with departments to understand their unique environments in order to create the most useful reporting?

Responsible parties: FIN/Risk Management Division
Other parties: none
Deadline: 12/31/2013

6. Ensure that departments have access to and understand how to use the Care MC system as well as other available reports from CorVel

Responsible parties: FIN/Risk Management Division
Other parties: none
Deadline: 1/31/2014

7. Conduct an examination of the return to work process to identify problem areas and recommend strategies that could reduce the time it takes for an employee to come back from an injury/illness

Responsible parties: FIN/Risk Management Division
Other parties: CountyStat
Deadline: 2/28/2014

8. DLC wants to work with DOT to understand what, if any, Risk Management practices/strategies are transferrable

Responsible parties: DLC
Other parties: DOT
Deadline: 12/31/2013

cc: Timothy Firestine, Chief Administrative
Fariba Kassiri, Assistant Chief Administrative Officer
Pamela Schroeder, Chief, Division of Risk Management